

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 6, 2015
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:34 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke, Commissioners Sturm, Cruickshank, DeCoster and Schmidt.

PLAN COMMISSION MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, AP Englebert, Steve Grenell (Menasha Utilities), Paul Klister (Commercial Horizons), Gary Zahringer (Martenson & Eisele), Mike Siewert (Martenson & Eisele), and Jack Richeson (Martenson & Eisele).

C. MINUTES TO APPROVE

1. **Minutes of the September 15, 2015 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by DPW Radtke to approve the September 15, 2015 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. None.

F. ACTION ITEMS

1. **Certified Survey Map – Oneida Street and Midway Crossing**

CDD Keil introduced the Certified Survey Map and explained that the Plan Commission had been petitioned to consider a variance to the subdivision code for the installation of cul-de-sacs at the termination of street right-of-ways within the CSM. Commissioners discussed the following items:

- Traffic patterns within the area and future plans for street and highway reconstruction
- Relocation of the sidewalk easement
- Variance to the subdivision code
- Street right-of-way Vacation of a portion Midway Crossing

Motion by DPW Radtke, seconded by Mayor Merkes to approve the Certified Survey Map subject to the conditions described herein and to recommend approval of the variance to the subdivision code based on the following:

1. The variance will not be detrimental to the public safety, health or welfare or injurious to other property or improvements in the neighborhood in which the property is located;
2. The conditions upon which the request for a variation is based are unique to the property for which the variation is sought and are not applicable generally to other property;
3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result

The approval of the Certified Survey Map is conditioned on the submittal of an ingress-egress easement to the benefit of the public as well as the relocation of the current sidewalk

easement to realign with the ingress-egress easement and the approval of a Certified Survey Map for a future lot division. The motion carried.

2. **Site Plan Review – Commercial Horizons – Festival Foods – Oneida Street and Midway Crossing (Parcel #'s 7-00052-13, 7-00052-14 and 7-00052-15).**

CDD Keil introduced the Festival Foods Site Plan. Paul Klister (Commercial Horizons) stated that the developer was working with Community Development staff to design a site that met the City's ordinances and reflects the community's priorities. The following items were discussed:

- Site circulation and traffic
- Landscaping requirements
- Need for a new lighting plan to meet City of Menasha standards
- The use of eco-friendly building and architectural materials
- Sidewalk and pedestrian access
- Stormwater management
- Future development on adjoining parcels

No action was taken.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster to adjourn at 5:05 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.